

CHAPTER 2

CONCEPT OF OPERATIONS

2-1. Purpose. This chapter prescribes the basic concept of operations for emergency RM support during all phases and in all appropriate locations of a disaster response mission. Additionally, guidance is provided for managing a roster of RMPRT members to include deployment in support of MSC/District Commanders. The RMPRT is comprised of qualified volunteers who have the permission of their supervisor/commander. Supervisors/commanders retain the option to withdraw members from the RMPRT. Team members will deploy immediately after notification by their EOC. Deployment normally should not exceed 30 days.

2-2. Responsibilities.

a. The RMPRT consists of individuals with skills and knowledge in budgeting or accounting with a strong background in the Corps of Engineers Financial Management System (CEFMS), and a basic understanding of ENGLink and emergency management funding procedures, particularly those outlined in Chapters 6 and 7 of this pamphlet. The responsibility of the RMPRT members is to assist the supported MSC/District Commander, through the Resource Manager, during an emergency operation. Team members should assist with timely execution of mission assignments (MA) by providing budget and accounting support until the emergency is physically and financially complete.

b. The RMPRT Leader/Coordinator from the Office of the Director for Resource Management (CERM) functions as the proponent for this document and manages the RMPRT as follows:

(1) Coordinates funding requirements for the planning and preparedness of the RMPRT with Headquarters Office of Homeland Security, Directorate of Civil Works (CECW-HS).

(2) Identifies, selects, and notifies members of selection/non-selection.

(3) Coordinates training.

(4) Coordinates with Headquarters U. S. Army Corps of Engineers Operations Center (UOC) regarding team alert and activation.

(5) Maintains coordination with HQ Office of Homeland Security with regard to relevant policy changes.

c. MSC/District Resource Manager responsibilities are as follows:

(1) Based on each individual activity's historical and projected requirements (not limited to RMPRT members):

(a) Ensures a sufficient number of persons complete the RMPRT course.

(b) Ensures a sufficient number of persons are trained to use ENGLink.

(2) Ensures highly qualified personnel are nominated for the RMPRT membership.

d. The supported MSC/District RM Office responsibilities are as follows:

(1) Provides budget formulation and execution support dealing with disasters.

(2) Determines need and requests deployment of the RMPRT.

(3) Provides oversight and assistance to RMPRT members.

(4) Ensures CEFMS access permissions are in place for RMPRT members.

(5) Provides necessary equipment and supplies as needed for the RMPRT members. See Appendix A- 4/5, paragraphs 1-5.

e. RMPRT member responsibilities are as follows:

(1) Maintains competency through experience, on-the-job training and formal training (i.e., RMPRT course and applicable ENGLink training).

(2) Notifies CERM of non-availability (i.e., retirement, resignation, illness or voluntary withdrawal from team).

(3) Updates Personal Data Sheet (PDS) including medical screening, in ENGLink.

(4) Receives inoculations as appropriate.

(5) Deploys within six (6) hours of notification.

(6) Assures items in checklist in Appendix A-5, paragraph 6, are in their possession before deployment.

(7) Participates in after-action critiques at the request of the MSC/District Commander.

(8) Participates in the review and update of this document as requested by CERM.

2-3. Deployment Procedures.

a. When the UOC is aware of an impending event, CERM should maintain close contact with the supported MSC/District RM office to determine the type of skills and number of team members needed.

b. After the requisite skills and number of team members have been determined, the supported MSC Commander must formally request assistance through their EOC to the UOC.

c. When practical, the UOC should issue an alert notice through the EOC to supporting MSC Commanders identifying required number of RMPRT members and requisite skills.

d. When a decision has been made that a specific RMPRT member will be deployed, CERM will communicate the impending deployment to the RMPRT member and the member's supervisor. Once notified of impending deployment, the RMPRT membership cannot be withdrawn except for extreme emergency or disqualification (medical or other reasons).

e. The UOC should issue activation notice through the EOC to supporting MSC Commanders identifying required RMPRT members and authorize direct coordination between supporting and supported offices.

f. The supported MSC/District should issue a government order to appropriate supporting MSC/District. RMPRT members deploying to the RRCC or JFO should report directly to the RRCC or JFO. RMPRT members deploying to the RFO or supported MSC/District should report to the RFO EOC or supported MSC/District EOC as appropriate.

g. Team members may be obligated to deploy for up to 30 days; however, this time may be extended with the agreement of the team member, their supervisor, and CERM.

h. Rotation of team members and replacements should be staggered up to three days to allow for a smooth transition. The requirement for replacement team members should be facilitated through the UOC to supporting MSC/District Commanders.

i. The supported MSC/District Commander should request redeployment of the RMPRT member through the EOC to the UOC. CERM should notify team members of authorized redeployment.

